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CODIAC-D-15  
1 August 1958

INTELLIGENCE ADVISORY COMMITTEE  
COMMITTEE ON DOCUMENTATION

Implementation CODIAC Program in FY 59

Agenda for Six Meetings

Presentation

Action Paper

First Meeting

AFCIN - Briefing on documentation projects in progress Rome Air Development Center.

Survey of IAC reference facilities.

Second Meeting

CIA - Survey of input devices for information storage systems.

Criteria for determination of compatibility requirements between IAC information systems.

Third Meeting

✓ Tour, Census Bureau punched card and computer applications.

Control of enclosures.

Fourth Meeting

NEA - Survey of storage devices in information systems.

Common format for IAC documents.

Fifth Meeting

✓ Progress report, CODIAC Working Group for Revision of the Intelligence Subject Code.

Coordination of IAC dissemination practices.

Sixth Meeting

ARC - Briefing on project with Hermer & Co. for development of a classification system for the literature on atomic energy.

Coordination of reference services in IAC (contingent on results of proposed survey of reference facilities - cf. first meeting above).

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CODIAC-D-14  
1 August 1958

INTELLIGENCE ADVISORY COMMITTEE  
COMMITTEE ON DOCUMENTATION

IAC Roster of Documentation Skills 1/

- |  |                                    |  |                             |
|--|------------------------------------|--|-----------------------------|
| 1. Office equipment,<br>filing systems             | 2. Microfilm and<br>copy equipment | 3. Printing services<br>including<br>papers<br>inks<br>layouts   | 4. Punched card<br>systems  |
| 5. Computers                                       | 6. Mechanical trans-<br>lation     | 7. Dissemination in-<br>cluding automatic<br>systems, control and<br>organization of re-<br>quirements | 8. Indexing,<br>abstracting |
| 9. Management (analysis<br>of information systems) |                                    |  |                             |

1/ Member Agencies may reply by memorandum.